**What Makes a Great Speaker**  
Use Body Language and Visual Aids:

* Use technology if appropriate
* Use hands, feet and arms to make gestures
* Facial expressions, such as smiling, shock, if appropriate
* Direct eye contact
* Avoid swaying, leaning, pacing
* Visual aids enhance or support your speech, but do not take the place of the speaker

Using Your Voice:

* The words you say are important but how you say them will determine their impact
* Speak with conviction. If you are enthusiastic about your topic, it will pass on to the audience.
* Speaking in a monotone voice shows you lack any conviction or interest about what you are saying
* Raise and lower your voice to suit the message
* Tone of voice is the voice level. Don’t whisper in front of a large audience or shout to a small group
* Pace is the speed of your delivery. Not too fast so the audience can’t follow but not so slow you bore the audience to death.
* Use appropriate language- good grammar, avoid slang.
* Use humour where appropriate